

~~S-E-C-R-E-T~~

EFFECTIVE WRITING COURSE

Training Evaluation Report

SECTION I: IDENTIFYING INFORMATION			
NAME CULLEN, DANIEL A.	SEX M	DATES OF COURSE 12 April - 14 June 1956	NO. OF STUDENTS 16
DATE OF BIRTH 10 June 1919	EOB DATE 13 February 1952	GRADE OR RANK GS-11	OFFICE <input type="checkbox"/>

PROJECTED ASSIGNMENT OR PRESENT POSITION

Security Officer

SECTION II: SPECIFIC CHARACTERISTICS OF THE COURSE

This course meets for 10 weeks with two one-hour sessions per week. Instruction is provided primarily by lecture and seminar discussion supplemented by suggested outside reading. Evaluations are based on two papers prepared by the student outside of class and on classroom performance. One of these is a mid-term paper and the other a final.

SECTION III: OBJECTIVES

The specific objectives of this course are:

OBJECTIVE A: To study those principles of exact, clear, forceful expository writing which must be possessed as minimum skills by any employee who writes or supervises writing.

OBJECTIVE B: To investigate and practice the most effective methods of organizing and presenting material for specific purposes.

OBJECTIVE C: To sharpen, through study and practice, the capacity to perform accurate, logical thinking, and to show the essential relationship between good thinking and good writing.

SECTION IV: COMMENTS

Professor  final comments concerning participant were as follows:

No final assignment.

FOR THE DIRECTOR OF TRAINING:

~~Chief, Intelligence School, TH~~

~~S-E-C-R-E-T~~

APPROVED FOR  
RELEASE  DATE:  
01-Jul-2010